

ASCE SEATTLE SECTION - BOARD MEETING AGENDA
December 10, 2018 4:00PM - 5:30PM PST
LOCATION: Seattle Municipal Tower, Room 4540

Item	Topic	Presenter	Time
-			
1.	Call to Order	Eset	4:00 PM
2.	Housekeeping Additions to and approval of agenda Approval of December meeting minutes	Eset	4:05 PM
3.	Old Business Review Action Items and Follow-ups	Paul	4:10 PM
4.	Board Reports Treasurer's October Report Membership Update Membership Survey Feedback Standing Committees Report Card Launch Branch Report Technical Committee Report Transportation and Urban Development Committee YMF Report	Katie Henry Mike Tony Homero Don	4:15 PM
5.	New Business Open Topics	all	4:45 PM
6.	Review Action Items	Paul	5:15 PM
7.	Next Board Meeting	Eset	5:20 PM
8.	Adjourn	Eset	5:30 PM

Announcements

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ASCE SEATTLE SECTION - BOARD MEETING MINUTES

December 10, 2018

ASCE Seattle Section Board Meeting

Meeting held at the Seattle Municipal Tower

Attendees:

Voting Board Officers:

Eset Alemu - President

Henry Haselton - President-Elect (on call)

Don Nguyen - YMF Representative (on call)

Katie Sultani-Wright - Treasurer (on call)

Paul Fikse - Secretary (on call)

Diana Hasegan - Past President (on call)

Non-Voting Attendees

Brent Borchers - Region 8 Governor representative for Seattle Section (on-call)

Meeting minutes taken by Paul Fikse.

Meeting called to order at 5:35pm by Eset.

- MOTION to approve agenda by Paul. Don seconds. Approval of the agenda passed unanimously.
- November Meeting Minutes
 - MOTION to approve meeting minutes by Henry, seconded by Don. Diana abstained, all others approved.

Old Business

- Review Action Items and Follow-Ups Paul
 - **ACTION ITEM:** Eset to follow up with Paul Grant on award nominees, see if ASCE has award winners, to see if we should get a table.
 - Paul nominated Tony to lead the PSEC table.

Board Reports

- Treasurer's November Report Katie
 - See attached report
 - Diana asked when are we supposed to receive the Society's allocation. Brent says it's typically January.

ASCE SEATTLE SECTION - BOARD MEETING MINUTES

- Don MOTIONS to approve the November budget updates, Paul seconds. Passed unanimously.
 - Kelli is asking for a reimbursement for mailing out the life member awards.
 - Katie asked how to handle the budget for future life member awards. The board agreed to use “Office supplies” line item to pay for last year’s cost and this year’s.
 - Diana asked if Mike has communicated with his committee on how to write expense reports.
 - **ACTION ITEM:** Paul to follow up with Mike, confirm he’s sent allocated budget to his committee members
-
- Membership Update Henry
 - See attached
 - 28 new members (23 students)
-
- Standing Committees Mike
 - Officer not present
 - No report
 - Diana said how useful it is for committee leaders to provide detailed reports, and that committee leaders who are absent should perhaps be replaced.
 - **ACTION ITEM:** Diana or Eset to tell Mike, Homero, and Tony, to remind their leaders what we need from them.
-
- Branch Report Tony
 - Not present
 - See attached
-
- Technical Committee Report Homero
 - See attached
 - Homero’s been reaching out to find UD&T leadership, looks like we have 2 potential members to lead it starting next year: Amy Riley with SDOT and Shay Shailee (sp?) with WSP.
-
- YMF Report Don
 - See attached

New Business

ASCE SEATTLE SECTION - BOARD MEETING MINUTES

- Legislative Fly-In Support Eset

- BPELSG Rep and Coordination Diana
 - Ken Fuller: new director of the board of licensing
 - They're looking to ASCE for help in how to process complaints
 - Diana suggests engaging our life members to help review complaints
 - They're also asking ASCE how they can get more engineers interested in licensure

- Open Topics
 - WA State Report Card Launch Eset
 - Launch party planning a meeting for Jan 16th.
 - Nominations for next year Diana
 - Paul and Homero's terms are up next year
 - Diana asked for support on this from the board
 - Legislative chair -- state advocacy champion vs. AELC Rep / Legislative chair
 - Madison's contract
 - Diana to suggest that we renew her contract each year.
 - **ACTION ITEM:** Diana to renew Madison Dreiger's contract for 2018-2019.

Meeting called to a close on 6:58pm (Motioned by Henry, seconded by Katie). Passed unanimously.

**ASCE - Seattle Section
FY 2019 - Budget Report
Last Updated 12/03/2018 by KVS**

No.	Category Description	Annual Budget	YTD or YTD	10/1-31/2018	11/1-30/2018
INCOME					
1	Dues	\$ 45,000.00	\$ 13,740.00	\$ -	\$ 13,740.00
2	Society Allotment	\$ 12,000.00	\$ -	\$ -	\$ -
3	Dinner Income	\$ 14,000.00	\$ 3,112.55	\$ 1,495.58	\$ 1,616.97
				\$ 1,510.29	\$ -
				\$ 1,495.58	\$ -
				\$ -	\$ 743.07
				\$ -	\$ 873.90
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
4	Newsletter Ad Income	\$ 1,000.00	\$ 148.05	\$ 73.05	\$ 75.00
5	Other Income	\$ -	\$ 116.46	\$ 116.46	\$ -
TOTAL INCOME		\$ 72,000.00	\$ 17,117.06	\$ 1,685.09	\$ 15,431.97

EXPENSES					
10	Region 8 Dues	\$ 2,100.00	\$ 2,100.00	\$ -	\$ -
11	Dinners & Programs	\$ 17,000.00	\$ 11,588.23	\$ 3,299.86	\$ 2,111.91
				\$ 1,793.40	\$ -
				\$ 1,506.46	\$ -
				\$ -	\$ 1,111.91
				\$ -	\$ 1,000.00
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
12	Speaker and Officer Gifts	\$ 250.00	\$ 200.00	\$ 50.00	\$ -
13	Office Supplies	\$ 20.00	\$ 20.00	\$ -	\$ -
14	Archiving	\$ 100.00	\$ 100.00	\$ -	\$ -
15	Banking Fees	\$ -	\$ -	\$ -	\$ -
16	Website and Newsletter	\$ 4,550.00	\$ 3,975.00	\$ -	\$ 575.00
17	Budget Review Meeting and Section Leadership Session	\$ 250.00	\$ 250.00	\$ -	\$ -
18	<i>Branches</i>				
	18A. Kitsap Branch	\$ 500.00	\$ 500.00	\$ -	\$ -
	18B. North Branch	\$ 2,660.00	\$ -	\$ 2,660.00	\$ -
19	Younger Member Forum (YMF)	\$ 12,916.00	\$ 12,916.00	\$ -	\$ -
20	Student Chapters	\$ 2,300.00	\$ 2,300.00	\$ -	\$ -
21	<i>Technical Committees</i>				
	21A. Lifeline & EE Technical Comm	\$ -	\$ -	\$ -	\$ -
	21B. Sustainability	\$ 250.00	\$ 250.00	\$ -	\$ -
	21C. Water Resources Comm. (WRE)	\$ 400.00	\$ 400.00	\$ -	\$ -
	21D. COPRI Seattle	\$ 400.00	\$ 400.00	\$ -	\$ -
	21E. SEI (SEAW Liason)	\$ -	\$ -	\$ -	\$ -
	21F. Geotechnical Committee	\$ -	\$ -	\$ -	\$ -
	21G. Urban Development and Transp	\$ 250.00	\$ 250.00	\$ -	\$ -
	21H. Technical Committee Leadersip Mtg	\$ 150.00	\$ 150.00	\$ -	\$ -
22	<i>Standing Committees</i>				
	22A. Engineers Without Borders	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -
	22B. University Advisory Committee	\$ 500.00	\$ 500.00	\$ -	\$ -
	22C. History & Heritage Comm.	\$ 425.00	\$ 425.00	\$ -	\$ -
	22D. Puget Sound Engr. Council	\$ 1,250.00	\$ 1,250.00	\$ -	\$ -
	22E. Public Relations Comm.	\$ -	\$ -	\$ -	\$ -
	22F. Professional Practice Comm.	\$ 250.00	\$ 250.00	\$ -	\$ -
	22G. R. H. Thomson Comm.	\$ 100.00	\$ 100.00	\$ -	\$ -
	22H. Diversity	\$ -	\$ -	\$ -	\$ -
	22I. Membership Committee	\$ 100.00	\$ 100.00	\$ -	\$ -
	22J. K-12 Outreach	\$ 400.00	\$ 400.00	\$ -	\$ -
	22K. Community Service	\$ 3,300.00	\$ 3,300.00	\$ -	\$ -
	22L. Legislative Committee	\$ 9,800.00	\$ 9,800.00	\$ -	\$ -
	22M. Order of the Engineer	\$ 200.00	\$ 200.00	\$ -	\$ -
	22N. Program Chair	\$ -	\$ -	\$ -	\$ -
	22O. Report Card	\$ 3,600.00	\$ 3,354.11	\$ -	\$ 245.89
23	Awards	\$ 2,140.00	\$ 2,140.00	\$ -	\$ -
24	<i>Conferences & Meetings</i>				
	24A. Region 8 Fall Assembly Meeting	\$ 1,275.00	\$ 938.78	\$ 336.22	\$ -
	24B. National Conference (Denver)	\$ -	\$ -	\$ -	\$ -
	24C. Western Multi-regional/Region 8 Winter	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -
	24D. ASCE Headquarters Orientation	\$ 975.00	\$ 337.13	\$ 637.87	\$ -
25	Past Presidents Comm.	\$ 125.00	\$ 125.00	\$ -	\$ -
26	Nominating Committee	\$ -	\$ -	\$ -	\$ -
27	Educational Courses	\$ -	\$ -	\$ -	\$ -
28	Transfer to Student Activities Fund	\$ -	\$ -	\$ -	\$ -
29	Reserve	\$ -	\$ -	\$ -	\$ -
TOTAL BUDGETED EXPENSES		\$ 72,536.00	\$ 62,619.25	\$ 6,983.95	\$ 2,932.80

NET INCOME		\$ (536.00)	\$ 7,200.31	\$ (5,298.86)	\$ 12,499.17
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PASS THROUGH		In account on	Activity 10/1-	Activity 11/1-
8	Jones Award Pass Through	\$ 2,000.00	\$ -	\$ -
9	RH Thomson Pass Through	\$ -	\$ -	\$ -
21B	Sustainability	\$ 1,579.94	\$ -	\$ -

R8 Disbursement - Earmarked for University Activities	\$ 1,113.11	\$ -	\$ -
Report Card Funding - SPAG Award	\$ 1,074.50	\$ 1,250.00	\$ -
PASS THROUGH TOTAL	\$ 5,767.55	\$ 7,017.55	\$ 7,017.55

SAVINGS ACCOUNT	In account on	Activity 10/1-	Activity 11/1-
Student Activities Fund	\$ 7,524.82	\$ -	\$ -
Interest	\$ -	\$ 0.19	\$ 0.19
SAVINGS ACCOUNT TOTAL	\$ 7,524.82	\$ 7,525.01	\$ 7,525.20

RECONCILIATION

Business Checking			
Balance on 9/30/2018	\$ 36,987.25		
Income	\$ 1,685.09		
Expense	\$ (6,983.95)		
Pass through activity	\$ 1,250.00		
Balance on 10/31/2018	\$ 32,938.39		
Income	\$ 13,815.00		
Expense	\$ (2,932.80)		
Pass through activity	\$ -		
Balance on 11/30/2018	\$ 43,820.59		

Business Savings			
Balance on 9/30/2018	\$ 7,524.82		
Income	\$ 0.19		
Expense	\$ -		
Balance on 10/31/2018	\$ 7,525.01		
Income	\$ 0.19		
Expense	\$ -		
Balance on 11/30/2018	\$ 7,525.20		

PayPal			
Balance on 9/30/2018	\$ 116.46		
Income	\$ 1,568.63		
Expense	\$ (1,685.09)		
Balance on 10/31/2018	\$ 0.00		
Income	\$ 1,616.97		
Expense	\$ -		
Balance on 11/30/2018	\$ 1,616.97		

Target Reserve (30% Operating Budget)	\$ 21,600.00		
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Membership Report

HENRY HASELTON - NOVEMBER 2018

New Members

Based on the new information from the ASCE national database, downloaded on December 7, 2018: 28 members have enrolled with the Seattle Section. The enrolled members are: 23 new students, 2 members, and 3 associate members and 3 affiliate members. New members are shown in *Table 1*.

Table 1 - New Members

First Name	Last Name
Shane	Markus
Tracy	Pennell
Makenzie	Fockler
Bryce	Frisher
Alexandra	Navarre
Matan	Bilavsky
Maeve	Harris
Margaret	Honig
Devin	Li
Shu Ki	Chan
Hailey	Roche
Calista	Moore
Hojeong	Bang
Tyler	Wilcox

First Name	Last Name
Koppany	Kolyvek
Dylan	Majewski
Cameron	Wressell
Minyong	Lee
Ajla	Selimic
Marcella	Li
Kiley	Rempp
Danielle	Pitcher
Emma	Van Orden
Rowyn	Lea
Matt	Klontz
Jacqueline	Goh
Lawrence	Paltep
Angella	Mickowski

Membership

At the end of August, the Seattle Section and Branches has 2,350 members (Seattle 2,088, North Branch 137, and Kitsap Branch 125). There are 480 YMF members now. *Figure 1* illustrates the breakout of Seattle Section membership by Section and Branch. *Table 2* shows a breakdown of members per Branch for the past 12 months of available data. *Figure 2* illustrates Seattle Section membership trends since 2010.

The membership database received from ASCE headquarters was found to have no duplicates this month.



Membership Report

HENRY HASELTON – NOVEMBER 2018

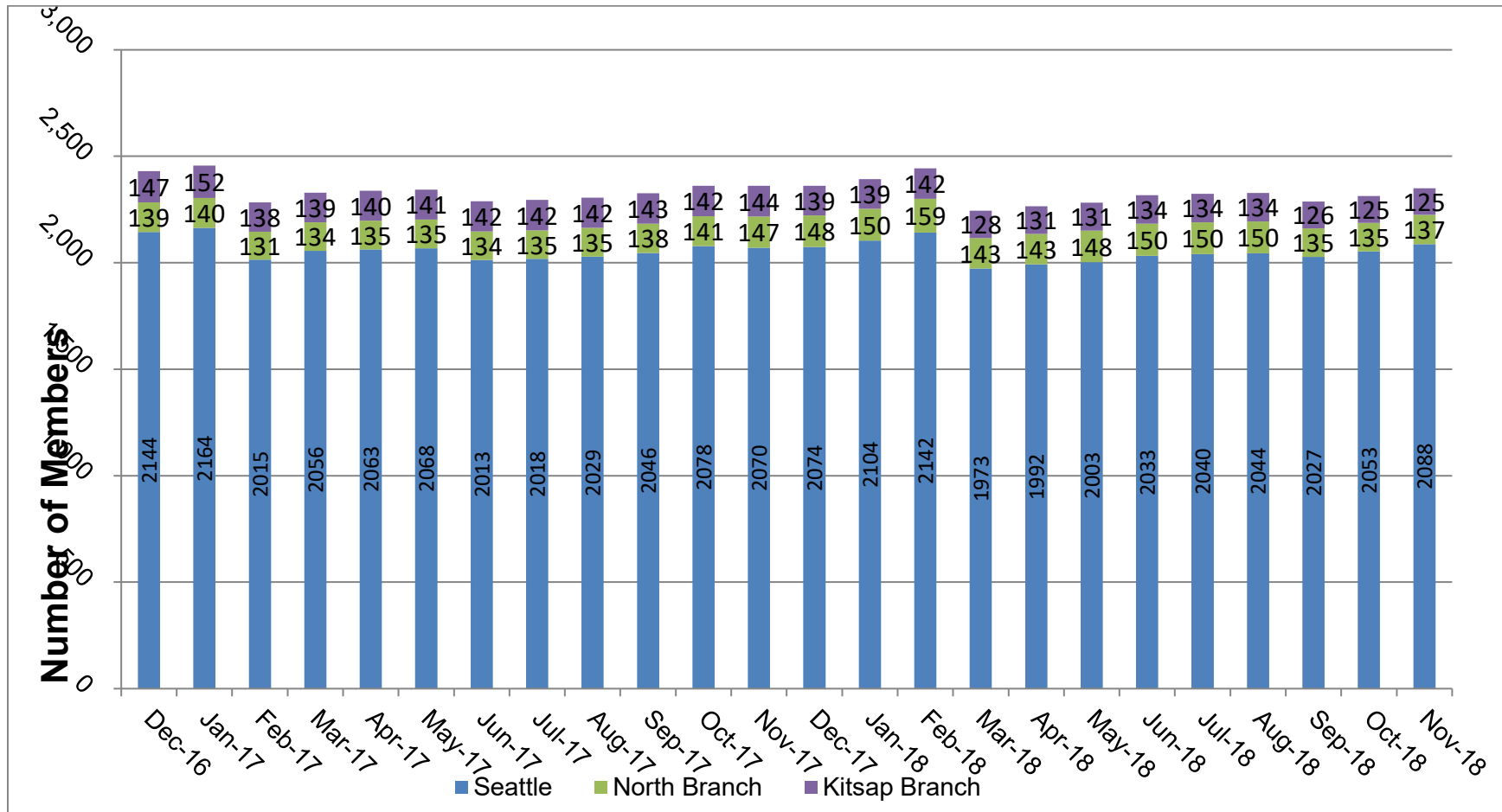


Figure 1. Membership by Month for Past Twelve Months of Available Data



Membership Report

HENRY HASELTON – NOVEMBER 2018

Table 2. Membership Detail for Past Twelve Months of Available Data

Date	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18
Seattle	2,033	2,040	2,044	2,027	2,053	2,088
BoeingBranch	0	0	0	0	0	0
North Branch	150	150	150	135	135	137
Kitsap Branch	134	134	134	126	125	125
Total	2,317	2,324	2,328	2,288	2,313	2,350
Month to Month	35	7	4	-40	25	37
Year to Year	28	29	22	-39	-48	-11

Table 2. Membership Detail for Past Twelve Months of Available Data (continued)

Date	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18
Seattle	2,074	2,104	2,142	1,973	1,992	2,003
Boeing Branch	0	0	0	0	0	0
North Branch	148	150	159	143	143	148
Kitsap Branch	139	139	142	128	131	131
Total	2,361	2,393	2,443	2,244	2,266	2,282
Month to Month	0	32	50	-199	22	14
Year to Year	77	64	105	-100	99	-62



Membership Report

HENRY HASELTON – NOVEMBER 2018

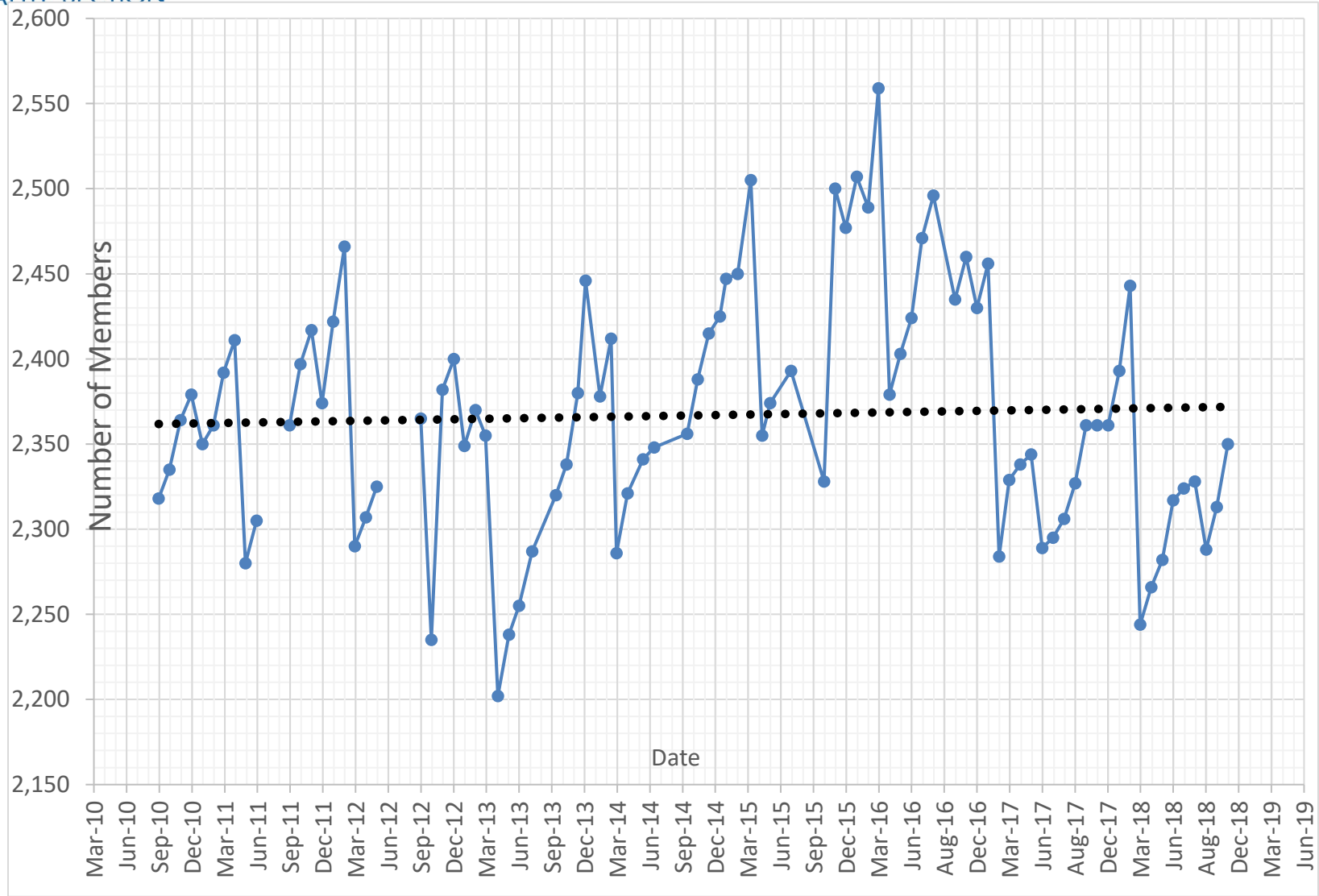


Figure 2. Membership since 2010

North Branch-Dawn Greenwood (Edited by Tony Nguyen)

Highlights

- November Membership Meeting Recap
 - The North Branch met last night (Nov 14) at Buffalo Wild Wings in Bellingham. We had 13 people in attendance. Gabe Ng of WSDOT, also a Past President of the Branch, presented on four local roundabouts that the group he supervises worked on in the last year. Several of us traverse at least one of these per day. Not all attendees are members. At least one non-member mentioned that ASCE membership provided many benefits and he was looking in to it.
- December Officer Meeting
 - In December I plan to hold an officers meeting with Erik Andersen, Past President; Mark Rose, YMF Chair; and Zach Brown, Secretary/Treasurer. We hope to form a plan for the year. We still have an opening for the VP position. It looks like we will want to send three delegates to the Leadership Conference in March. Would you be able to send specifics on what costs are available for reimbursement through National and the Section? The delegates would be Mark Rose (YMF), Zach Brown, and myself. We sent two delegates last year, Erik Andersen and Anne Pierce (who has since moved to St. Louis for work).
 - Tony is currently working with Dawn on specifics for costs and reimbursement. Will reach out to Section Board if additional funding is requested.

Upcoming Events

- January-North Branch Membership Meeting
 - Date TBD-In Mount Vernon
- February-Happy Hour Social for Engineers Week
 - Date TBD
- March-North Branch Membership Meeting
 - Date TBD-In Bellingham

Kitsap Branch-Shylo Shorthouse

No updates

ASCE SEATTLE SECTION - BOARD MEETING MINUTES

In person Meeting

TECHNICAL COMMITTEES REPORT

Homero Flores

I'm getting interest on the Urban Development and Transportation (UD&T) committee, we'll probably start events early next year.

Scheduled events and news

- COPRI Seattle Chapter:
 - Nov 28th, dinner meeting: King County Passenger Only Ferry Replacement Project – 40 attendees
 - No meeting in December

- GEOTECHNICAL GROUP/GEO-INSTITUTE Seattle Chapter
 - Nov 15th, dinner meeting, joint with AEG: WILL IT STAY OR WILL IT GO?: USE OF LIDAR TO ASSESS SLOPE INSTABILITY – 106 attendees
 - No events in December

- URBAN DEVELOPMENT AND TRANSPORTATION
 - Nov 27th -The National UD&T institute organized tours of Microsoft and Amazon about the technology they are developing that has the potential to impact UD&T. It's was their Smart Cities pilot program Cutting-Edge Technical Tour (CETT).

- SEAW – Structural Engineers Association of Washington
 - Nov 6th, 2 hour webinar: Seattle Basin Amplification: Geotechnical Background & Building Design
 - No events in December

- SUSTAINABILITY
 - No events in December

- WRE
 - Nov 15th, monthly lunch brownbag talk: Brightwater Marine Outfall
 - No meeting in December

YMF REPORT

Don Nguyen

- **Past Events**

- Tuesday, November 6 - UW Resume Review Night, 10 YMs, 30 Students
 - YMF supported the UW ASCE chapter by providing volunteer professionals to help review student resumes and provide valuable feedback. This event was also a networking event for the students and professionals.
- Saturday, November 10, then Wednesdays Weekly – Boulderling at Seattle Boulder Project, 1 YM, 4 Students
 - Kickoff event for a recurring workout group that will be on Wednesday nights in the future. Four students from UW joined who tackled some more difficult climbs and played some games to challenge themselves.
- Tuesday, November 13 – Tech Talk: Environmental Engineering at SoundEarth Strategies - 19 YMs
 - YMF President Elyssa Dixon presented the YMF’s first Tech Talk on Environmental Engineering 101. Sponsored by SoundEarth Strategies.
- Thursday, November 15 – Office Tour of Swenson Say Faget for UW/SU students, 2 YMs, 20 students, 15 other
 - Seattle U and UW students attended an office tour of a structural engineering firm, Swenson Say Faget. The tour was led by an Associate Principal of the company, Brett Mozden, where he gave a presentation on the company culture, project types, etc. Finally, the students got a chance to network with the office employees. Food and drinks provided by SSF.
- Tuesday, November 27 – Eastside Networking at Earl’s Kitchen and Bar, 14 YMs
- Thursday, November 29 – Westside Networking at Queen Anne Beer Hall, 11 YMs
- Thursday, November 29 – UW’s Fall Social at Intellectual House
- Tuesday, December 4 - YMF Holiday Party, 50 YMs, 2 students
 - Holiday party saw 54 person attendance with over 30 toy donations. Food by Manus Tacos, roughly 50% participated in mini golf. Prizes from Parametrix, Transpo, and Flatstick raffled off after announcements.

- Saturday, December 8 - Community Service Event - Greenlake Pathway of Lights, 2 YMs, 2 others
 - The YMF took a stroll around Greenlake during the Pathway of Lights to volunteer as candle relighters.

- **Upcoming Events**

- November 1 to January 3 – YMF Fall Volleyball
- Saturday, January 24 - Community Service Event - Farestart Kitchens
- January - Tech Talk: Bridge Engineering at HDR Inc
- January - Mentorship Kickoff event
- January - Eastside Networking
- January - Westside Networking
- Saturday/Sunday, February 2-3 - Viaduct Tunnel Ride and Fun Run
- February 15-17 - Leadership Retreat at Mount Hood with Oregon YMF
- March - WRYMC
- Spring - Supercharge your Career

- **Committee Activities**

- Launched Mentorship program. Looking to get mentors and mentees signed up before January 7th
- Working on reorganizing how we fundraise for events for the year with our Fundraising committee